



## **Finance & Performance Committee Meeting Minutes**

Virtual TEAMS Meeting  
Tuesday February 27, 2024  
8:00 a.m.

### **I. Call to Order- Lisa Eding**

Lisa Eding called the meeting to order at 8:03 a.m.

Attendees: Lisa Eding, Jim Bos, Peter Hayes, and CareerSource Suncoast (CSS) staff - Robin Dawson, Joshua Matlock, Anthony Gagliano, Kathy Bouchard, and Christina Witt.

### **II. Approval of January 23, 2024 Finance and Performance Committee Meeting minutes.**

Lisa Eding requested a motion to approve the January 23, 2024 Finance and Performance meeting minutes:

**Motion: Jim Boss**

**Second: Peter Hayes**

**Motion Passed Unanimously**

### **III. Approval of Budget Modification #3 for PY 2023/24**

Robin Dawson reviewed the budget modification #3 for PY 2023-24

Summary of Modification #3:

▪ Modification #2 Funding Available:	\$9,023,957
▪ Increase in Funding:	\$725,000
▪ Adjusted Funding Available:	\$9,748,957
▪ Less Reserve for PY 23-24:	\$689,391
▪ Mod #1 Funding Budgeted:	\$9,059,566

Funding Budgeted for PY 2023/24 Mod #3. Line items requested for an increase for PY 2023-24 Budget total \$725,000.

- Add \$16,000 Salary and Fringe Benefits
- Add \$2,000 Staff Training & Education
- Add \$35,000 Facilities
- Add \$10,000 Office Furniture & Equipment
- Add \$10,000 Accounting & Audit
- Add \$3,000 Office Supplies & Expense



- Add \$639,000 Client Training and Support
- Add \$10,000 Outreach

Robin Dawson requested motion to approve Budget Modification #3 for PY 2023/24.

**Motion: Jim Bos                      Second: Peter Hayes**

**Motion passed unanimously**

**IV. Performance Update- Anthony Gagliano**

Anthony Gagliano reviewed the PY 2023-24 first quarter WIOA Performance Indicators as of 9/30/202. A copy of the performance results was provided in the agenda packet.

CSS currently has a CareerSource Florida (CSF) letter grade “B” with a score of 86.89 as of 09/30/2023. A copy of the current letter grade was provided in the agenda packet. CSF updates the letter grade on a quarterly basis, being available approximately 45 days from the end of the quarter.

**V. Next Meeting Date: April 25, 2024**

**VI. Final Comments and Adjournment – Lisa Eding**

No final comments. The meeting was adjourned at 8:28 a.m.